

MONTANA CHEMICAL DEPENDENCY CENTER POLICY AND PROCEDURE MANUAL

Policy Subject: Tape Player	Related Policies:
Policy Number: CTP 34	Standards/Statutes: Standards/Statutes
Effective Date: June 28, 2006	Page 1 of 2

Purpose: To define the procedure for dispensing tape players to MCDC patients.

Policy: Tape players are available to patients for special needs to be dispensed as appropriate by either therapists or counselors.

Procedures:

- I. Tape players are available in the library for patient use. These are for patients that have identified special learning issues requiring accommodation. The Counselor or Therapist who checks out the tape player is responsible for its return.
- II. Each therapist has tape players available to them to dispense to patients because of identified emotional needs such as stress and anxiety reduction. The therapist that assigns the player is responsible for its return to that therapist.
- III. Patients requesting a tape player should be referred to their team therapist or counselor for assessment of need.
- IV. If a player is returned to the nurse's station for any special reason (i.e. AMA discharge), the staff accepting the player should give the tape player to a member of the treatment team, to be placed either back in the library or to the team therapist office.
- V. Use of tape players should be documented in the progress notes and the treatment plan by the dispensing staff person.

Revisions: 6/06

Prepared By: Cricket Pietsch Mental Health Supervisor

	Name	Title	Date
Approved By:	<hr/>		<hr/>
	David J. Peshek,	Administrator	Date